

**A RESOLUTION  
BY FINANCE/ EXECUTIVE COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH MAXIMUS, INC., PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 4, SECTION 2-1191 OF THE PROCUREMENT AND REAL ESTATE CODE, OF THE CITY OF ATLANTA CODE OF ORDINANCES, FOR MAINTENANCE SERVICES FOR THE COURTVIEW SOFTWARE, FOR A PERIOD OF ONE (1) YEAR, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-TWO THOUSAND EIGHT HUNDRED FIFTEEN DOLLARS AND NO CENTS (\$132,815.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 1001 (GENERAL FUND) 190101 (MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTANT/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") entered into an agreement for FC-6004007843, Automated Court Case Management Systems, with Maximus Inc., on behalf of the Municipal Court, pursuant to resolution 05-R-2011, for the implementation of its Courtview Court Case Management System ("Courtview"); and

**WHEREAS**, in order to maximize the efficiency of the software, the Municipal Court is in need of on-going maintenance support of the Courtview application; and

**WHEREAS**, Maximus Inc. is the sole provider of maintenance support for the Courtview application in the State of Georgia; and

**WHEREAS**, pursuant to §2-1191 of the Atlanta City Code, a contract or purchase order for a supply, service, construction item or professional or consultant service may be awarded without competition when the Chief Procurement Officer determines in writing, after conducting a good-faith due diligence review of reasonable available sources, that there is only one source for the required supply, service, construction item or professional or consultant service; and

**WHEREAS**, the Chief Procurement Officer has determined that it is in the best interest of the City to provide for the procurement of maintenance support services for the Courtview application from Maximus, Inc.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES** that the Mayor is hereby authorized under the authority of §2-1191 of Article X, Procurement And Real Estate Code, of the City of Atlanta, Code of Ordinances, to execute, on behalf of the City of Atlanta, a maintenance agreement with Maximus, Inc., for maintenance support services for the Courtview application, in an amount not to exceed One Hundred Thirty-Two Thousand Eight Hundred Fifteen Dollars and No Cents (\$132,815.00).

**BE IT FURTHER RESOLVED**, that the agreement shall be for a period of one (1) year.

**BE IT FURTHER RESOLVED**, that all contracted work shall be charged to and paid from Fund, Department Organization and Account number 1001 (General Fund) 190101 (Municipal Court Operations) 5212001 (Consultant/ Professional Services) 2650000 (Municipal Courts).

**BE IT FURTHER RESOLVED**, that the City Attorney be and is hereby directed to prepare the appropriate contractual agreement for execution by the Mayor.

**BE IT FINALLY RESOLVED**, that said contractual agreement shall not become binding upon the City, and the City shall incur no liability upon the same until such contract is approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

## Legislative White Paper

**Committee of Purview:** Finance Executive

**Caption:**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MAINTENANCE AGREEMENT WITH MAXIMUS INC PURSUANT TO FC-6004007843, AUTOMATED COURT CASE MANANGEMENT SYSTEM, ON BEHALF OF THE MUNICIPAL COURT OF ATLANTA FOR A PERIOD OF ONE (1) YEAR, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY TWO THOUSAND EIGHT HUNDRED FIFTEEN DOLLARS (\$132,815); ALL COSTS TO BE CHARGED TO: FUND (1001), DEPARTMENT (190101), ACCOUNT (5212001), AND FUNCTION ACTIVITY (2650000); AND FOR OTHER PURPOSES.

**Council Meeting Date:** 10/15/08

**Legislation Title:** Maintenance agreement with Maximus Inc pursuant to FC-6004007843, Automated Court Case Management System

**Requesting Department:** Judicial Agencies

**Contract Type:** Maintenance Agreement

**Source Selection:** N/A

**Bids/Proposals Due:** N/A

**Invitations Issued:** N/A

**Number of Bids:** N/A

**Proposals Received:** N/A

**Bidders/Proponents:** N/A

**Justification Statement:**

The Municipal Court of Atlanta is in need of maintenance support of its CourtView application software, VisiFLOW document management system, and Daisi IVR system;

**Background:**

Maximus Inc. implemented CourtView software for the Municipal Court of Atlanta in May 2007. In order to maximize the effectiveness of the software, \$132,815 is needed to provide on-going CourtView maintenance support.

**Fund Dept Account Function Activity:** 1001 190101 5212001 2650000

**Source of Funds:** General Fund

**Fiscal Impact:** \$132,815

**Terms of Contract:** N/A

**Method of Cost Recovery:**

N/A

**Approvals:**

Budget Manager, Sr.

**Prepared by:**

Krystal Smith

**Contact Number:**

404.588.4777

**Department of Procurement  
Legislative Summary**

**Committee of Purview:  
Finance/Executive**

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MAINTENANCE AGREEMENT WITH MAXIMUS INC PURSUANT TO FC-6004007843, AUTOMATED COURT CASE MANANGEMENT SYSTEM, ON BEHALF OF THE MUNICIPAL COURT OF ATLANTA FOR A PERIOD OF ONE (1) YEAR, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY TWO THOUSAND EIGHT HUNDRED FIFTEEN DOLLARS (\$132,815); ALL COSTS TO BE CHARGED TO: FUND (1001), DEPARTMENT (190101), ACCOUNT (5212001), AND FUNCTION ACTIVITY (2650000); AND FOR OTHER PURPOSES.

**Council Meeting Date:**

<b>Legislation Title:</b>	Maintenance agreement with Maximus Inc pursuant to FC-6004007843, Automated Court Case Management System
<b>Requesting Dept.:</b>	Judicial Agencies
<b>Contract Type:</b>	Maintenance Agreement
<b>Source Selection:</b>	N/A
<b>Bids/Proposals Due:</b>	N/A
<b>Number of Bids/ Proposals Received:</b>	N/A
<b>Bidders/Proponents:</b>	N/A
<b>Justification Statement:</b>	The Municipal Court of Atlanta is in need of maintenance support of its CourtView application software, VisiFLOW document management system, and Daisi IVR system;
<b>Background:</b>	Maximus Inc.implemented CourtView software for the Municipal Court of Atlanta in May 2007. In order to maximize the effectiveness of the software, \$132,815 is needed to provide on-going CourtView maintenance support.
<b>Fund Account Center:</b>	1001 190101 5212001 2650000
<b>Source of Funds:</b>	General Fund
<b>Fiscal Impact:</b>	\$132,815
<b>Term of Contract:</b>	N/A
<b>Approvals:</b>	<b>DOF: YES DOL: YES</b>

**Prepared by:**  
**Contact Number:**

Elsa D. Castro  
404-330-6426



## CITY OF ATLANTA

Shirley Franklin  
Mayor

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55 TRINITY AVENUE, SW  
ATLANTA, GA 30303  
(404) 330-6204 Fax: (404) 658-7705  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq., CPPB  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

September 29, 2008

### SOLE SOURCE PROCUREMENT CERTIFICATION

This Sole Source request is for Maximus, Inc., for the procurement of software support for the IVR, CourtView® Application and Visiflow Imaging for the Atlanta Municipal Courts.

Having conducted an investigation of the available sources regarding the materials and/or services stipulated herein pursuant to section 2-1191 of the City of Atlanta Code of Ordinances, Sole Source Procurement, my findings are the following:

1. Pursuant to approved legislation 05-R-2011, the City entered into a contract agreement FC-6004007843, Automated Court Case Management with Maximus, Inc., to provide integrated business services along with software products on December 28, 2006.
2. Maximus, Inc. implemented its software application CourtView® for the Atlanta Municipal Courts to consolidate the Traffic and Municipal Courts case management system.
3. Maximus, Inc. is the sole provider to provide maintenance support for the CourtView® application software in the State of Georgia.

I, Adam L. Smith, by the authority vested in me pursuant to section 2-1137, do hereby approve, direct and authorize the sole source procurement for the procurement of software support for the IVR, CourtView® Application and Visiflow Imaging for the Atlanta Municipal Courts.

A handwritten signature in cursive script that reads "Adam L. Smith".  
Adam L. Smith

ALS/edc

cc: Ms. Michelle C. White  
Ms. Krystal Smith

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Krystal Smith

Contact Number: 404-588-4777

Originating Department: Judicial Agencies

Committee(s) of Purview: Finance/ Executive Committee

Chief of Staff Deadline: October 15, 2008

Anticipated Committee Meeting Date(s): October 28-28, 2008

Anticipated Full Council Date: November 3, 2008

Legislative Counsel's Signature: [Signature]

Commissioner Signature: [Signature]

Chief Procurement Officer Signature: [Signature]

**CAPTION**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH MAXIMUS, INC., PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 4, SECTION 2-1191.1 OF THE PROCUREMENT AND REAL ESTATE CODE, OF THE CITY OF ATLANTA CODE OF ORDINANCES, FOR MAINTENANCE SERVICES FOR THE COURTVIEW SOFTWARE, FOR A PERIOD OF ONE (1) YEAR, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-TWO THOUSAND EIGHT HUNDRED FIFTEEN DOLLARS AND NO CENTS (\$132,815.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 1001 (GENERAL FUND) 190101 (MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTANT/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any): \$132,815.00

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_

(date)

(date)

Received by Mayor's Office: 10/16/08 [Signature] Reviewed by: [Signature]

(date)

(date)

Submitted to Council: \_\_\_\_\_

(date)